

Music Performance Research

Managing Editors
Antonia Ivaldi and Jane Ginsborg

Co-Editor
Jonathan Savage

Guidelines for authors

Materials submitted must not have been published elsewhere nor should they be currently under review for publication in any other journal.

Submissions must be in one of the following European languages: English, French, German, Italian or Spanish. Manuscripts in languages other than English, however, are subject to the availability of appropriate Action Editors and reviewers; they must be accompanied by an extended Abstract in English of at least 1000 to 1500 words. Enquiries prior to submission regarding the intended language of publication are welcome.

Three identical hard copies of the manuscript should be submitted. For enquiries whether a manuscript should be suitable electronic versions are acceptable. Each should be typed in double spacing throughout, on one side only of white A4 or US standard size paper. Pages must be fully numbered and all tables and figures labelled. These should be sent, together with a CD or DVD of the article and associated audio-visual materials, to one of the Managing Editor, Jane Ginsborg or Antonia Ivaldi, Royal Northern College of Music, 124 Oxford Road, Manchester M13 9RD, UK.

Please attach a letter to every submission confirming that all authors have agreed to the submission and that the article is not currently under review for publication by any other journal.

Each manuscript should contain:

(i) title page with full title and subtitle (if any). For the purposes of blind refereeing, full name of each author with current affiliation and full address/phone/fax/email details plus short biographical note (50-100 words) should be supplied on a separate sheet.

(ii) abstract of 150-250 words summarizing the principal research questions, aims, hypotheses, methods, findings and conclusions of the article

(iii) 4-6 keywords

(iv) main text and word count. The suggested target is 6000-8000 words for articles and 1000-3000 words for research notes. The text is to be clearly organized, with a

clear hierarchy of headings and subheadings. Quotations exceeding 40 words should be indented in the text

(v) end notes, if necessary, should be signalled by superscript numbers in the main text and listed at the end of the text before the references

(vi) references in both the text and end notes should follow American Psychological Association (APA) style whereby references should be cited in the text as (author, date: page (for quotations)) and an alphabetical references section following the text

Examples below:

Book

Surname, X.X. and Surname, Y. (year). *Title with Initial Caps: Subtitle with Initial Caps*. Place: Publisher.

Article in book

Surname, X.X. (year). Title of Chapter, in X. Surname and Y. Surname (eds) *Title of Book* (pp. xxx-xxx). Place: Publisher.

Journal article

Surname, X.X. (year). Title of Article, *Name of Journal*, vol., xx-xxx [page range].

Paper

Surname, X.X. (year). 'Title of Paper', paper presented at Name of Conference, City, Month of presentation.

Website

Surname, X. (year). 'Title of Article', Name of Journal vol.no., URL (consulted Month, Year): <http://xxxx.xxxx.xx.xx/xxxx/xxxx>

Tables: tables should be typed (double line-spaced) within the text near their appropriate locations. All tables should have short descriptive captions with footnotes and their source(s) typed below the tables.

Illustrations: all musical examples, line diagrams and photographs are termed 'Figures' and should be referred to as such in the manuscript. They should be numbered consecutively. Line diagrams should be presented in a form suitable for immediate reproduction (i.e. not requiring redrawing), each on a separate A4 sheet. They should be reproducible to a final text area of 190 mm x 120 mm. Illustrations on CD/DVD should be supplied as TIFF, JPEG or EPS files at high resolution. Photographs should preferably be submitted as clear, glossy, unmounted black and white prints with a good range of contrast. Slides are also acceptable. All figures should have short descriptive captions typed on a separate sheet. As for the

References and Tables, guidelines of the American Psychological Association (APA) apply.

Audio-visual materials: all audio-visual materials relevant to the manuscript should be provided as standard files to be published with the manuscript on the website. Links to these materials will be embedded into the manuscript where appropriate.

Publication is subject to ethical and legal approval as well as permissions and copyrights relevant to audio-visual contents as part of manuscript submissions. Appropriate written statements must be submitted prior to publication.

Authors are responsible for obtaining permissions from copyright holders for reproducing any illustrations, musical examples, tables, figures or lengthy quotations previously published elsewhere. Beyond use of materials for standard academic practice, prospective authors are responsible for securing all copyright permissions required for the reproduction of copyrighted materials in their submissions, and must include with their submission to MPR copies of written statements granting permission(s). If appropriate, authors must also have already had their research approved by the Ethics Committee (or equivalent) of their institution and received participants' informed consent. Authors must include with their submission to MPR copies of written statements granting approval for the project.

Style: use a clear readable style, avoiding jargon. If technical terms or acronyms must be included, define them when first used.

Spellings: UK or US spellings may be used with '-ize' spellings as given in the Oxford English Dictionary (e.g. organize, recognize).

Punctuation: use single quotation marks with double quotes inside single quotes. Present dates in the form 1 May 1998. Do not use points in abbreviations, contractions or acronyms (e.g. AD, USA, Dr, PhD).

CD/DVD: on acceptance of your manuscript for publication, you will be asked to supply another CD/DVD of the final version.

Copyright: before publication authors are requested to assign copyright to the Centre of Excellence for Teaching and Learning, Royal Northern College of Music, subject to retaining their right to re-use the material in other publications written or edited by themselves and due to be published preferably at least one year after initial publication in the Journal.